

APPROVED FEBRUARY 6, 2014

The Wage and Compensation Study presentation of the Douglas County Board of Commissioners/East Fork Board of Fire Commissioners was held on January 15, 2014 at the Emergency Operations Center, 1694 County Road, Minden, Nevada, beginning at 11:36 a.m.

COMMISSIONERS/BOARD OF FIRE COMMISSIONERS PRESENT: Doug N. Johnson, Chairman; Nancy McDermid, Vice Chairwoman; Greg Lynn and Barry Penzel.

COMMISSIONER/BOARD OF FIRE COMMISSIONER ABSENT: Lee Bonner.

STAFF PRESENT: Doug Ritchie, Chief Civil Deputy District Attorney; Fire Chief Tod Carlini, EFFPD and Lorraine Diedrichsen, Clerk to the Board.

Pledge of Allegiance

Fire Chief Tod Carlini led the Pledge of Allegiance.

PUBLIC INTEREST COMMENTS

None.

1. Presentation by Pontifex Consulting Group on the East Fork Fire and Paramedic District Wage and Compensation study. No action will be taken.

Fire Chief Tod Carlini, EFFPD, explained the discussion today would be on the process and also an update on the study. This study is being conducted because of a contract requirement and a recent action by the Board to include all of East Fork's personnel under one pay plan. The last time a study of this nature was conducted was in 2005/2006. At the conclusion of an RFP process, Pontifex was selected to prepare the study. Chief Carlini introduced Peter Ronza, president of Pontifex.

Mr. Ronza provided his experience in this arena. He stated they have just completed the Carson City project so they have a lot of knowledge of the local compensation market and they have fresh data, which has resulted in a cost savings to this contract. As part of the contract, they will assist East Fork and Human Resources with implementation and management of the study for a period of one year.

In order to develop and implement a functional Classification and Compensation plan for East Fork, they have to define the work being done here. He stressed they are looking at the jobs and not the people to price the jobs being done and that this is not an efficiency or cost cutting study. As the jobs are defined, they can compare those jobs to the jobs being done by the competitors and determine the value of the jobs. The key to this program is to allow East Fork Fire and Paramedic District to attract and retain talent.

Mr. Ronza outlined the study tasks and talked about the need to have a compensation philosophy, as it is the foundation of compensation. The philosophy can adapt to changing circumstances; it is a living document. The status of the classification study was provided along with all the elements that will be taken into consideration in the job analysis. Mr. Ronza explained the compensation study has already been undertaken and they have

DOUGLAS COUNTY BOARD OF COMMISSIONERS/
EAST FORK BOARD OF FIRE COMMISSIONERS
WAGE AND COMPENSATION STUDY
JANUARY 15, 2014

determined competitiveness with comparable labor markets. Base salary and benefits are taken into account for the compensation study. Some jobs exist that are isolated to the public sector or private sector and some are not. Others are local, regional, or national so there is a need to compare to multiple markets. They defined competitors by looking at those who compete for the same occupations/skills, compete within the same geographic area, and compete with same or similar services. Presented was the primary market of Nevada based competitors, secondary market of California based competitors, and Southern Nevada based competitors that have similar missions with similar jobs. Finally, Mr. Ronza reiterated what the study does not reflect.

The system will be maintained between Human Resources and East Fork as jobs or missions change and by monitoring internal and external markets, it will warn of possible issues or expenditures. The District will receive the study and report in February and it will go before the Board in March. The final report will allow forecasting, budgeting, and linking of expenditures to the compensation philosophy.

To ensure an apples to apples comparison, Vice Chairwoman McDermid asked if volunteers have been factored in and Chief Carlini stated four of the market competitors have volunteers. Mr. Ronza stated much time was spent analyzing comparable agencies to be sure the comparable agencies selected are similar to East Fork Fire.

Chief Carlini identified the seven committee members. In developing the market competitors, he stated they also looked at agencies they are losing people to. Ms. Ronza added people will be lost for reasons other than compensation; the reasons could be work load related, distance from home, etc.

Commissioner Lynn discussed the possible consequences of this information once it becomes available and he pointed out there are varying political constraints that affect each of the market competitors. Ms. Ronza said this will provide the Board the information to make a decision but does not tell the Board what decision to make. The Board has to weigh their priorities while looking at the overall picture.

Commissioner Penzel talked about the Fire Chief's concerns with employees being hired away and asked if there is a normalization process for lack of upward mobility. Mr. Ronza responded they reflect jobs as they exist and some have mobility while others do not. If the organization is small or the size and mission of a department is lacking a certain career ladder, a person may have to leave in order to go further in their career. In order to normalize it, you would have to have an above market compensation philosophy to compensate for not having the mobility of your competitors. Mobility cannot just be injected into an organization.

Dave Brady, citizen, asked if ability to pay was a consideration of the study and Mr. Ronza stated it is. As recommendations are made, they have to be negotiated and implemented. The implementation can be over a course of years, by manipulation of the workforce, or by other means while still being responsible stewards of public funds. If you need a skill but do not pay the going rate or do not have the fiscal resources to do it, you have to accept the

DOUGLAS COUNTY BOARD OF COMMISSIONERS/
EAST FORK BOARD OF FIRE COMMISSIONERS
WAGE AND COMPENSATION STUDY
JANUARY 15, 2014

state of where you are. Mr. Brady asked if there are any current contractual obligations that are predicated on the findings and Chief Carlini answered there are not. Mr. Brady pointed out there may be future contractual obligations because of the study. Mr. Ronza said they would have to be negotiated. Any recommendations they provide will only begin the conversation with the unions.

Commissioner Penzel asked how financial sustainability is arrived at. Mr. Ronza explained it is creating a model that does not “break the bank” and allows you to forecast reliably. You will link to the philosophy and mission of attracting and retaining but not at the expense of either depriving other parts of the organization or initiatives or causing undue financial burdens in future years. Having a collective bargaining agreement allows the finances to be set for a period of time. Commissioner Penzel thought the elements that could “break the bank” will be a key component and he asked if the total economy is considered. Mr. Ronza stated yes and trends are considered too.

Chairman Johnson said the medical is an unknown cost. Mr. Ronza stated medical is tough because the cost is based on the size of the population, utilization, and average age. The cost is organizationally localized but percentages are examined because they are relevant.

Commissioner Penzel asked if classification results are linked to any metrics and Mr. Ronza stated the classification system will be built on a methodology where levels will be created based on skills, experience, knowledge, and responsibility that will mimic the internal hierarchy of the organization.

PUBLIC INTEREST COMMENTS

None.

There being no further business to come before the Board of Commissioners/East Fork Board of Fire Commissioners, the meeting adjourned at 12:33 p.m.

Respectfully submitted:

DOUGLAS COUNTY BOARD OF COMMISSIONERS/
EAST FORK BOARD OF FIRE COMMISSIONERS
WAGE AND COMPENSATION STUDY
JANUARY 15, 2014

Doug N. Johnson, Chairman
Douglas County Board of Commissioners

ATTEST:

Ted Thran, Clerk-Treasurer